



# TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

TRI-COUNTY REGIONAL PLANNING COMMISSION  
456 FULTON STREET, SUITE 420  
PEORIA, IL 61602  
Phone: 309-673-9330  
[www.tricountyrpc.org](http://www.tricountyrpc.org)

**Full Commission/Executive Board (in lieu of Lack of Quorum): May 7, 2025, 9:00 a.m.**

## MINUTES

### 1. Call to Order, Welcome, Recognition of Audience

Chairman Greg Menold called the meeting to order at 9:01 a.m.

### 2. Roll Call

Commissioner	Present	Absent	Commissioner	Present	Absent
<b>Amanda Beadles</b> Chillicothe	X		<b>Leon Ricca</b> Bartonville		X
<b>Rita Ali</b> City of Peoria	X		<b>Nate Parrott</b> Morton	X	
<b>Patrick Urich</b> City of Peoria	X		<b>Autum Jones</b> Woodford Co.		X
<b>Rick Powers</b> City of Peoria	X		<b>Chuck Nagel</b> Woodford Co.	X	
<b>Terry Keogel</b> Creve Coeur		X	<b>Camille Coates</b> Peoria Co.		X
<b>John Kahl</b> East Peoria	X		<b>Danny Phelan</b> Peoria Co.	X	
<b>Karl Figg</b> Germantown Hills	X		<b>Russ Crawford</b> Tazewell Co.	X	
<b>Matt Wigginton</b> Peoria Heights	X		<b>Greg Menold</b> Tazewell Co.	X	
<b>Mary Burress</b> City of Pekin		X	<b>Don Knox</b> CityLink		X
<b>Gary Manier</b> Washington		X	<b>Karen Dvorsky</b> IDOT		X
<b>James Dillon</b> West Peoria		X			

~ = Virtual participant

Also Present: Ray Lees, Rebecca Eisele, Eric Miller, Michael Bruner, Debbi La Rue, Reema Abi-Akar, Isaiah Hageman, Logan Chapman, Else Hayes and Lori Reynolds, TCRPC; Doug DeLille, IDOT; Cheryl Budzinski, League of Women Voters.

### 3. Public Comment

Chairman Greg Menold welcomed new Peoria Heights Mayor Matthew Wigginton.

### 4. Motion to Approve the Meeting Minutes of April 2, 2025

John Kahl moved to approve the April 2, 2025 meeting minutes, seconded by Danny Phelan.

Motion carried.

## **5. Chairman Report**

None

## **6. Executive Director report**

Eric Miller reported the following:

- Tri-County continues to follow federal changes.
- A recent letter from IDOT discusses \$75,000 to be used for the Transportation Alternatives program. The Technical Committee will announce programming for those funds in the coming months.
- Reema is working on a contract for a Bus Stop Inventory project with the Greater Peoria Mass Transit District.
- The Greater Peoria Economic Development Council connected with Tri-County regarding a housing project.
- The EPA Brownfield target area has been expanded, as long as guidelines are met.
- The Safe Streets and Roads for All (SS4A) grant is wrapping up; the plan will be ready next month.

## **7. Ways and Means Report**

### **a. Motion to approve the March 2025 Financial Statements and Billings (Resolution 25-58)**

Patrick Urich motioned to approve the March 2025 Financial Statements and Billings. Nate Parrott seconded the motion.

Motion carried.

### **b. Present, review and discuss FY26 Budget**

- Eric stated this is a positive budget; new projects are listed.
- GIS services have been re-evaluated, and Tri-County will now be charging communities.
- Expenses are roughly the same, although there is an increase in salaries due to Gavin Hunt returning from deployment in July, and a slight increase in benefits. This will result in 11 full-time employees.

## **8. Administration**

### **a. Motion to approve the appointment of Patrick Urich to the Executive Board as replacement for Mayor Rita Ali for the remainder of FY25 (Resolution 25-56)**

Russ Crawford motioned to approve the appointment of Patrick Urich to the Executive Board as replacement for Mayor Rita Ali for the remainder of FY25. Rick Powers seconded the motion.

Mayor Ali stated she has taken on more responsibilities, so appointing Patrick to the Executive board takes one meeting off her plate.

Motion carried.

### **b. Motion to adopt the Slate of Officers, Executive Board, Committee Chairpersons and Members for a Period from July 1, 2025- June 30, 2026 (Resolution 25-57)**

Russ Crawford motioned to adopt the Slate of Officers, Executive Board, Committee Chairpersons and Members for a Period from July 1, 2025-June 30, 2026. Danny Phelan seconded the motion.

An updated resolution was passed out noting a correction on the Nominations Committee; Chuck Nagel will be Chair, and Russ Crawford will be moved to be a member.

Motion carried.

### **c. Motion to approve amendments to Employee Handbook (Resolution 25-46)**

Chuck Nagel motioned to approve amendments to Employee Handbook. Russ Crawford seconded the motion. Eric went over the three policies.

- i. Complaint Policy – added a more thorough procedure for complaints.
- ii. Parental Leave Policy – did not previously have a parental leave policy; this is compliant with FMLA. John Kahl expressed concern with the possibility of leaving the office short-staffed if too many take leave at the same time. He does not support this policy as-is.
- iii. Professional Fee Reimbursement Policy – policy updated to have employee pay up-front and request reimbursement.

Motion carried, with John Kahl voting nay.

**d. Motion to approve adjusting Wage and Salary Schedule (Resolution 25-54)**

John Kahl motioned to approve adjusting Wage and Salary Schedule. Chuck Nagel seconded the motion. Eric stated that the Consumer Price Index (CPI) this year is 3.1% compared to 3.5% last year. This adjustment will keep the salary and wages for new hires competitive.

Motion carried.

**e. Motion to approve Cost-of-Living Salary Adjustments for eligible staff (Resolution 25-53)**

John Kahl motioned to approve Cost-of-Living Salary Adjustments for eligible staff. Rita Ali seconded the motion.

Eric stated that the 3.1% increase to all current staff will total an approximate \$23,500 increase.

Motion carried.

**f. Motion to approve IMRF Resolution allowing buy-back of out-of-state time (Resolution 25-48)**

Russ Crawford motioned to approve IMRF Resolution allowing buy-back of out-of-state time. Chuck Nagel seconded the motion.

- Eric stated that this is to allow Debbi La Rue to purchase two years of service time she earned while working in California before coming to Tri-County, and the Commission will incur a fractional, negligible cost.
- John Kahl asked for clarification that this is for any employee, not just this one.
- Chuck Nagel stated that each instance will require its own resolution, on a case-by-case basis, per IMRF.
- Eric stated this could be a consideration during the hiring process, if a potential employee has a large number of years.
- Patrick Ulrich stated the limit on buying back time is up to 10 years.

Russ Crawford motioned to defer until clarification can be obtained. Rick Powers seconded the motion to defer.

**g. Motion to approve out-of-state travel for one Planner to attend the 2025 Transit Retreat June 25-26, 2025, in Des Moines, IA (Resolution 25-59)**

Rita Ali motioned to approve out-of-state travel for one Planner to attend the 2025 Transit Retreat June 25-26, 2025, in Des Moines, IA. Amanda Beadles seconded the motion.

- Reema Abi-Akar stated that Tri-County has extra funds in the HSTP budget to utilize by the end of June 2025, so she hopes to utilize them by attending this Transit Retreat Conference.
- The conference will focus on rural, small urban, and demand response transit, which is a large focus of the HSTP program.
- Tri-County has not sent a planner to this conference before, but the agenda includes relevant topics such as connecting rural and urban transit, navigating ADA requirements, and the low-and no-emission program.

Motion carried.

**h. Motion to approve Executive Director entering into agreement with Village of Creve Coeur for technical services related to Northern Tazewell County Enterprise Zone (Resolution 25-60)**

Matt Wigginton motioned to approve Executive Director entering into agreement with Village of Creve Coeur for technical services related to Northern Tazewell County Enterprise Zone. Amanda Beadles seconded the motion.

Debbi La Rue presented the following:

- During Creve Coeur's comprehensive planning process, we identified participation in the Northern Tazewell County Enterprise Zone as an implementation strategy.
- GPEDC approached the NTCEZ, and the participating municipalities expressed an openness to their joining and, last year, Creve Coeur applied for Illinois Department of Commerce and Economic Opportunity Energy Transition Community Change Grant funds through Tazewell County to pay consultants to help identify potential Enterprise Zone sites.
- The proposed agreement authorizes Tri-County to perform planning and mapping services to support development of a proposal to the NTCEZ.

Motion carried.

**9. Transportation**

**a. Motion to approve Executive Director entering into agreement with IDOT and CityLink to complete Bus Stop Inventory and Analysis (Resolution 25-55)**

Reema Abi-Akar presented the following:

- Tri-County had previously applied for a Bus Stop Inventory and Analysis grant through IDOT's Section 5305(e) program.
  - This is Federal Transit Administration passthrough money, managed by IDOT, to conduct technical studies to support public transportation.
- Tri-County received this grant; it includes \$159,599 in Federal funds and \$39,900 in non-Federal funds, for a total project cost of \$199,499.
- This project includes inventorying bus stops to document their condition, including measuring things like slopes, stormwater retention, and ADA features.
  - It will also include a location analysis, public outreach, wayfinding designs, and cost estimates for capital needs (like building concrete pads in areas that need them).
  - The Project's goal is to prioritize the CityLink bus stop improvements that would provide the most effective use of future capital transit improvement funding.
  - This will be partially consultant-led.
- Tri-County spoke with the Greater Peoria Mass Transit District, and both parties have agreed to split the non-Federal match requirement of \$39,900 equally.
- Tri-County will enter into an intergovernmental agreement with CityLink for \$19,950 in match assistance.
- The Commission's approval will allow three things:
  - Tri-County to sign the contract with IDOT for this project
  - Tri-County to issue a Request for Proposals (RFP) for the project to select a consultant
  - Tri-County to enter into an intergovernmental agreement with the Greater Peoria Mass Transit District to split the non-Federal match

Motion carried.

**b. Motion to adopt the Human Service Transportation Plan (HSTP) Region 5 Update (Resolution 25-61)**

[https://tricountyrpc.org/wp-content/uploads/HOI-HSTP-2025\\_final-reduced.pdf](https://tricountyrpc.org/wp-content/uploads/HOI-HSTP-2025_final-reduced.pdf)

Danny Phelan motioned to adopt the Human Service Transportation Plan (HSTP) Region 5 Update. John Kahl seconded the motion.

Reema Abi-Akar presented the following:

- The HSTP outlines the state of human services transportation for seniors, individuals with disabilities, those with low incomes, veterans, and other populations considered transit-dependent across HSTP Region 5.
  - Region 5 includes Peoria, Tazewell, Woodford, Fulton, Knox, Stark, and Marshall counties.
- This plan outlines the transportation needs and options, programs and funding sources, regionwide and urban-specific demographics, service gap analysis, goals, and successes.
- This was a “lite” update – the following updates were made:
  - Updated demographic maps and charts to newer US Census data
  - Updated the HSTP Committee and collaborating entities list
  - Added new bylaws
  - Updated Section 5310 projects and funding amounts
- Tri-County held a 30-day public comment period from February 3-March 4, 2025
  - Staff received one comment and incorporated that change
- On Tuesday, April 1, the HSTP Committee unanimously voted to approve this plan, and the Technical Committee recommended the adoption of the plan at their April 16 meeting.

Motion carried.

**c. Call for Projects – FY 2026 Special Transportation Studies – attachment**

Eric shared that this is the 10<sup>th</sup> year of the program, and it has been successful in jumpstarting many projects. Michael Bruner presented the following:

- Tri-County has programmed approximately \$135,000 of its Fiscal Year 2026 Metropolitan Planning Funds for local jurisdictions to undertake special transportation planning projects.
- The Call for Projects and project application link is available on the Commission's website, under Funding Programs: <https://tricountyrpc.org/funding-programs/special-studies/>
  - The project application is a Google Form, plus supporting documents that are to be emailed to Staff at [funding@tricountyrpc.org](mailto:funding@tricountyrpc.org).
- Project Schedule:
  - Friday, May 16 – Project proposals are due by 3:30 p.m.
  - Wednesday, May 21 – Establish Project Review Subcommittee at Technical Committee Meeting
  - Monday, June 9 – Project Review Subcommittee meets to review, grade, and recommend projects
  - Wednesday, June 18 – Technical Committee makes recommendation to Commission
  - Wednesday, July 2 – Commission approves projects
- Examples of eligible projects include:
  - Active transportation plans
  - Asset management (data collection & analysis)
  - Corridor planning
  - Feasibility studies
  - Transit planning

**10. Updates**

**a. Reminder – FY 2026 Joint Funding Agreement – attachment**

Michael Bruner shared the following reminder:

- Friendly reminder that Staff sent an email on Tuesday, April 8th to your Technical Committee representatives regarding the collection of signatures on the FY 2026 Joint Funding Agreement.
- Please work with your respective Technical Committee member to sign and return the signed agreement.
- Lori has a copy of the agreement for those who are able to sign the agreement today.
- Tri-County asks that the signed agreement be sent to Staff by the May 21st Technical Committee meeting.

b. **IDOT** – Doug DeLille stated that a NOFO was sent out for the Highway Safety Improvement Program, \$33 million on the table for FY27; applications are due June 20.

c. **FHWA** – no report

## **11. Other**

a. Next meeting is scheduled for June 4, 2025, at 9:00 a.m.

## **12. Adjournment**

Chuck Nagel motioned to adjourn. Danny Phelan seconded the motion, and the meeting adjourned at 10:01 a.m.

Submitted by Eric Miller, Executive Director

Recorded by Michael Bruner, Senior Planner

Transcribed by Lori Reynolds, Office Administrator